



# Minutes

## Bicycle & Trails Advisory Committee

REGULAR MEETING

FEBRUARY 19, 2004

**CALL TO ORDER:** Member Cheu called the meeting to order at 6:20pm

**PRESENT:** Cheu, Hauge, Eltgroth, Clark, McCann, and Parks and Recreation Commissioner Mark Frederick

**ABSENT:** Scott and Hubbell

**STAFF:** Public Works Senior Engineer Ms. Behzad  
Public Works Deputy Director Karl Bjarke

**DECLARATION - POSTING OF AGENDA:** Ms. Behzad certified that this meeting's agenda was duly noticed and posted in accordance with Government Code Section 54954.2.

**PUBLIC COMMENTS:** Ms. Behzad opened the meeting to public comments. There being no comments, the public comments period was closed.

**MINUTES:** With an exception of one correction, the minutes for the January 15, 2004 meeting were approved. The correction noted to include Bike to Work Week in the Future Agenda Items.

### **ORAL REPORTS:**

#### **1. Staff Report**

**\* Include Signs During Construction Projects to Say the Bike Lane is Closed and the Roads are Being Shared**

Member Eltgroth passed out copies of signs for bikeway construction from pictures he took while visiting Southern California. After further discussion by all the members, it was agreed that this sign (see copy attached) can be implemented in the City's bid packages to be used during construction. Mr. Bjarke asked Ms. Behzad to include the sign in our future public and private projects within the City.

### **\* Grant Proposals – Monthly Report**

Ms. Behzad presented her monthly report regarding grant proposals:

Safe Routes to School Grant: The City is currently in the process of preparing an application for next year's SR2S program. The deadline for receipt of the 2004/05 application is February 27, 2004. It was noted that Barrett School's Principal is the contact to assist the City for submitting the application.

Bicycle Transportation Account Program: The City received approval for funding under the 2003/2004 funding cycle of the Bicycle Transportation Account (BTA) Program for Signing & Striping for Class II Bikeways project. Ms. Behzad passed out Exhibit E of the application package (attached) which shows the streets included in this project.

VTa Tier 2 Bicycle Project List: Ms. Behzad stated that the City has received notification from VTA to resubmit any existing Tier 2 projects on the list. The City was also notified to submit any new projects. A list of proposed projects was distributed for prioritizing. After further discussion, all the members agreed to: 1) Live Oak High School Access, 2) Coyote Creek Trail Connection, 3) Butterfield Blvd. Linear Park Extension. It was also decided to add Bicycle Detection Loops project to this list.

### **\* Traffic Signal – Bicycle Detection Loops Installation Update**

Ms. Behzad reported that a Request for Parks and Recreation Commission (PRC) Action was prepared and presented to the PRC at their meeting of January 20, 2004. The motion was passed to include construction of five intersections per year in the budget funding process for FY 04/05.

### **\* RFP for Trails Proposal**

Ms. Behzad reported that she received the information from Member Scott regarding Bicycle Solutions.com. The scope of work was presented to two consultants: Bicycle Solutions and Bellinger Foster Steinmetz. Ms. Behzad said that we would discuss the proposals in a future meeting.

## **2. Countywide Bicycle Advisory Committee Update**

- Member Eltgroth described Tier 1 & 2 projects criteria and lists.
- Celia Chung is the main contact
- Bike to Work Day was discussed and a request made to include it in the agenda for the following months. Member McCann will be attending the committee meetings assigned for this event.
- Member Eltgroth also mentioned that VTA has changed the bylaws for Chair and Vice-Chair positions

### **3. Chair Announcements**

- None

## **BUSINESS**

### **1. Appoint Representative to Countywide Bicycle Advisory Committee**

Members discussed the possibility of not having a representative at the Countywide Bicycle Advisory Committee. Member Clark mentioned that BTAC would have a representative at these meetings. Mr. Bjarke asked what happens if the City doesn't have a representative at these meetings. The item was continued since no decision was made.

### **2. Morgan Hill's Bicycle Friendly Community Application**

Member Hauge asked to have any samples e-mailed to him for his revisions. This item was continued.

### **3. Bikeways Master Plan – Review Matrix**

Member Scott was not in attendance; item was continued to next meeting.

### **4. Morgan Hill's Bicycle Friendly Community Application**

This item was continued.

### **5. Future Trails Proposal**

All members agreed this item is covered by RFP for trails proposal. Member Clark mentioned that he never heard back from the Morgan Hill Walkers club.

### **6. Community Award for Cycling Promotion**

Member Hauge reported that he received comments back from Members Clark and Hubbell. All the members agreed that a certificate would be the most economical and practical way to present an award. Member Clark mentioned he might be able to have a Specialized designer come up with a design for the award.

### **7. Bike Rodeos**

Chairman Hubbell was not present. Ms. Behzad mentioned that she could not make the committee meeting for Art Ala Cart but she asked Mark Rauscher to attend. Ms. Behzad will report back for the next meeting.

### **ANNOUNCEMENTS**

- Next meeting will be a joint meeting with PRC and will be held on Tuesday March 16, 2004.
- Member Clark mentioned that he received e-mail on Senate's Bill.
- Member Eltgroth is giving class on Bicycle education. John Brazil will be available to help.

### **REQUESTS FOR FUTURE ITEMS**

(This is the opportunity for any committee member to have an item placed on a future agenda.)

- Bikeways Master Plan – Quarterly reviews to ensure planned items are moving ahead – next will be held in February (send a reminder to BRING MASTER PLAN) Will look at matrix in January keep in business, April, July, October.
- Review Bike Parking, including new police facility and day worker facility to ensure sufficient bike parking at the facilities
- Review the Charter – Chairman Hubbell

**ADJOURNMENT:** Meeting was adjourned at 8:30pm. The next meeting will be held on March 16, 2004 at 7:00 pm.